

ELECTRIC UTILITY TRADES APPRENTICESHIP ADVISORY COMMITTEE

Friday, October 18, 2013

Western Technical College
Mauston, Wisconsin

DRAFT MINUTES

Members Present	Employer/Organization
Ardelt, Bruce	Oakdale Electric
Blenka, Al	Dairyland Power Cooperative
Chartier, Chris	WI Public Power Cooperative
Christopherson, Garry (Co-Chair)	Dairyland Power
Jeske, Ken	WE Energies
Kumm, Nicolas	Marshfield Utilities
Lorenz, Jim	Madison Gas & Electric Co.
Lukasavitz, Craig-Co-Chair	IBEW Local 2150
Miller, Eric	Kaukauna Utilities
Muench, Mark	Alliant Energy

Members Absent	Employer/Organization
Diehl, Leo	Rice Lake Utilities
Howard, Todd	Chippewa Valley Electric Coop
Wicklund, Rick	Sun Prairie Utilities

Consultants & Guests	Employer/Organization
Zenisek, Hal	WTCS Foundation
Kiel, Todd	NWTC, Green Bay
Larson, Randy	CVTC, Eau Claire
Morgan, Karen	BAS, Director
O'Sullivan, Kathy	Bureau of Apprenticeship Standards (BAS)
Robb, Ed	We-Energies
Smith, Owen	BAS

1. The meeting was called to order at 10:05 a.m. by Garry Christopherson, Co-chair, in conformity with the Wisconsin Open Meeting Law.
2. A sign-in sheet was circulated to record those in attendance.
3. Minutes of the April 2, 2013, meeting were approved as written.

4. Old Business

a. For action: review of roster and election of co-chair

Owen Smith distributed copies of the current roster. Members reviewed their contact information. Some members provided updates or revisions.

Owen Smith asked for nominations for Employee Co-Chair. Chris Chartier nominated Craig Lukasavitz. No other nominations were made.

Action: A motion was made and passed to elect Craig Lukasavitz as Employee Co-Chair.

b. For action: review of Substation Electrician job book

Owen Smith distributed the final draft of the Substation Electrician Job Book, and explained that the book was ready for print, pending the committee's approval.

A general review and discussion of the book followed. Members questioned whether apprentices were allowed to work on energized circuits during their first year and second year. Karen Morgan explained that first and second years are allowed to work on energized circuits "in accordance with employer and state rules," which means the decision is at the discretion of the local committee.

Action: Members passed a motion to approve the Job Book with minor revisions in content and format.

c. SAGE Finale

SAGE concluded on June 30, 2013, and either met or exceeded all of its official performance targets:

- Apprentice participants: 4,508 projected; 5,222 actual
- Expenditures: \$6 million projected; \$6 million actual

SAGE also exceeded its unofficial performance target of trades served: 20 projected; 64 actual. However, SAGE did not meet its unofficial performance target of 1,500 journey worker participants, reporting only 422 journey worker participants. The low outcome is the result of high unemployment among journey workers and low to zero response from journey workers to SAGE upgrade sessions.

The Dept. of Labor selected SAGE as one of three projects nationwide to be featured in a national webinar on successful state energy sector partnership grants. Karen Morgan will present on the grant's curriculum products, strategies for employer engagement, and lessons learned.

The Bureau is preparing a final report for all stakeholders, which will explain the background, purpose, activities and outcomes of the entire grant. The report is projected to be release by November.

d. 2014 Biennial Conference Update

i. Logistics

The 26th Biennial Apprenticeship Conference will be held January 26 – 28, 2014, at the Chula Vista Resort in the Wisconsin Dells. The reception will be held on Sunday, January 26 and the Expo and Hall of Fame Award is Monday, January 27; and the event will conclude on Tuesday, January 28 at noon.

The conference will be held in the Conference Center, but the Expo will be held at the Wisconsin Center, a dome located half a mile down the road. Free shuttle service will be available between the two locations. Rooms will be offered at the state rate, but are not yet available. Reservations include tickets to the indoor water park.

ii. Theme and Audience

The theme is “The Apprenticeship Solution: Meeting the Challenge.” The Bureau, with strong support from the Department of Workforce Development, will target the following stakeholder groups to attend:

- K-12 students, teachers, guidance counselors, and school board staff
- Workforce Development Boards, WIA Service Providers, and Job Service
- the Apprenticeship Community, including employers, employer associations, labor, and employees

iii. Involving High School Students

The Bureau is taking several measures to involve high school students, grades 9-12. BAS has invited all school districts within 70 miles of Chula Vista, and are trying to raise enough funds to pay for buses, bus drivers and substitute teachers. Booths in the Expo will be arranged by sector for ease of access. When a student visits a booth, he or she can receive a sticker to apply to a program that resembles a football scorecard. Students who complete scorecard will receive free Green Bay Packers merchandise. The Expo will include engaging displays from the skilled trades, include virtual welders from Lincoln Electric and a mobile CNC lab from Lakeshore Technical College. Mini-theatres throughout the Expo will show brief videos on careers in the skilled trades, how to become an apprentice, and more.

iv. Speakers and Workshops

Speakers will include national economist Anirban Basu, who spoke at the 100th Anniversary Conference; Mark Breslin; and a yet-to-be-announced keynote speaker. Workshops will range from introductions to apprenticeship, the Wisconsin Technical College System and Workforce Investment Act, to best practices for local committees to best practices of youth apprenticeship and apprenticeship prep programs.

v. Hall of Fame Award Nomination Form

Owen Smith distributed a hard copy of the nomination form for the Hall of Fame Award which honors individuals who bear a distinguished record of contributing to Wisconsin Apprenticeship for more than 20 years. Nominees may be deceased within the past three

years. The award will be the only award presented at the conference, but may be presented to more than one recipient. Nominations are due December 1, 2013, and can be submitted to Karen Morgan. The nomination form is currently available from BAS in electronic format as a fillable form in Microsoft Word. The form will be available online as an automated form soon.

vi. Expo Point of Contact

Owen Smith asked members to nominate a point of contact to work with the planning committee on the trade's display in the Apprenticeship Expo. The point of contact will be responsible for informing the planning committee of all display needs, such as square footage, electricity, and audio/video set-up, and recruiting staffing for the booth.

Jim Lorenz and Bruce Ardelt volunteered.

e. Letter of Program Recognition from U.S. Dept. of Labor

The U.S. Department of Labor granted continued recognition for the next five years to the the Bureau of Apprenticeship Standards for the registration of apprenticeship programs for Federal purposes, in the State of Wisconsin. The recognition followed a successful review of all modifications to registered apprenticeship-related legislation, regulations and policies made by BAS to conform to Title 29, CFR part 29.

The US Dept. of Labor found only one item of concern, an old rule passed in the 1980s that permitted family-owned construction businesses to place sons and daughters and "any person necessary to an approved affirmative action plan" directly into the apprenticeship program once he or she met the qualifications. The clause violates federal regulations on affirmative action which prohibit hiring on the basis of ethnicity and/or gender alone. BAS never used the clause during selection procedures, and agreed to remove it when the rules are next updated.

Modifications to Title 29, CFR part 30, which deals with Affirmative Action and Equal Employment Opportunity, were projected to be released in 2013-2014, but have been delayed indefinitely.

f. Other

No items were brought forth.

5. New Business

a. Council Activities

The Apprenticeship Advisory Council has been developing several tools for apprentices and employers that are designed to mitigate the cancellation rates of female and minority apprentices, which are higher than those of most apprentices, according to the 2010 Legislative Audit Bureau audit of registered apprenticeship.

Focus groups and follow-ups surveys revealed several factors that contributed to the high cancellation rates. Female and minority apprentices often reported that they experienced difficulty determining whether an uncomfortable incident is common culture or

discrimination; whether they would be punished for reporting the incident; and whether support networks existed within the employer or Bureau with whom they could get advice about the incident.

Some of the tools developed by the Council help prepare apprentices for daily life in a construction trade, success as a self-supporting adult, and a career pathway. Other tools prepare employers for an increasingly diverse workforce and advise them of how to understand and meet the needs of apprentices.

i. Online Apprenticeship Orientation Course

This course is a self-paced online version of the original “Apprenticeship Orientation” print publication. It is designed to prepare apprentices for all aspects of their apprenticeship program, from their professional and personal responsibilities to tips for daily life on a jobsite to preparing for their financial future. The content was based directly on the results of apprentice focus groups and surveys that explored what apprentices wished they would have known earlier in their program. The content was repackaged as a self-paced online course, with condensed content and interactive features, after apprentice focus groups found the print publication too lengthy and boring.

The course will be contained on the BAS website. The software will allow the apprentice to continue where he or she left off, so apprentices can proceed at their pace and discretion. Apprentices either pass (complete) or fail (fail to complete) the course; they do not earn a grade. Upon completing the course, an electronic certificate of completion will be generated.

The course is complete. We have yet determined when it will be required. BAS must first discuss feedback with the Council at its November meeting and implementation with the training coordinators. BAS will email a private link to a non-public version to all state committees as part of a follow-up to the fall meetings.

The Bureau is asking all state committees whether they support mandating the course as part of unpaid related instruction. The timeframe for completion (e.g. within the probation period or within the first year, etc.) is negotiable and may vary per committee.

Members passed a motion supported the Online Orientation with the provision that employers can opt out if their orientation addresses the same material.

ii. Outreach Campaign to K-12 stakeholders

The Apprenticeship Advisory Council are collaborating with several partners to present apprenticeship and a career in the skilled trades to high school students as attractive alternatives to a four-year degree. The outreach effort includes several ground breaking projects:

- *New Ads on Packers Radio Network*

The focus of radio advertisements for apprenticeship on Packers Radio Network will switch from employers to apprentice applicants at the end of October. The revised ad will highlight apprenticeship as an attractive means of learning a

skilled trade, beginning a career, and earning a good wage. The ad will continue through the regular season.

- *K-12 Toolkit*

The Department of Public Instruction has assembled a toolkit for high school educators on the DPI website. The toolkit includes talking points and information needed to present apprenticeship and a career in the skilled trades alongside a four-year degree as viable post-secondary education opportunities.

- *DWD Secretary Newson* met with the Guidance Counselors Association to talk about the importance of technical education and career pathways in the skilled trades.

b. State Committee website update

The BAS website now includes PDF files of all meeting material for the 19 state committees, beginning with meetings in Spring 2013. The page is designed to contain material from the last meeting and the upcoming meeting. BAS is researching the possibility of an online archive.

The availability of material online will not change the meeting notification process. Members and consultants will receive the two-week email notification with all meeting material attached. The notification will also include a link to meeting material online. Members will also receive hard copies of the material in the notification and any additional material via snail mail. Additional material providing to members only beforehand, material distributed during the meeting, and the draft meeting minutes will be posted online with 30 days of the meeting.

c. Other

No other items were raised.

6. WTCS Update

a. Chippewa Valley Technical College

Randy Larson reported that 91 apprentices are currently enrolled, compared to 72 at the fall 2012 meeting. No females are currently enrolled. Most students use laptops, tablets or smart phones to access class information.

b. Mid-state Technical College

Six students will graduate from the program in summary 2014. The students represent twelve utilities from around the state. The group that started in August 2013 is the first to participate in a new combined class style.

c. Northeast Wisconsin Technical College

Todd Kiel reported that apprentices for Substation Electrician meet again in December and January. Electric Line Worker apprentices meet every other Friday.

7. Review of Program Participants

Program participants include 260 apprentices and 82 employers.

BAS is scheduled to receive Web Intelligence (Webi) reporting software soon. The delay is due to the high demand for programmers. The software will allow BAS to report more apprenticeship program data in more ways using more formats. Based on feedback from state committees in spring 2013, BAS will provide a chart of apprentice and employer totals from the past 10 years, with set measurement intervals of Jan 1 and June 1, and a mean value or moving average as a comparative figure. The software will also be able to report apprentices or employers by region or county. BAS will bring the report to the spring 2014 meeting.

The Bureau is distributing the "Employment Projections: Industries of Interest to Apprenticeship," a report from the Dept. of Workforce Development Office of Economic Advisors, to all state committees in order to provide the most current employment projections available for apprenticeable trades. The report presents data on employment projections, wages and worker ages in the construction, utility and manufacturing sector.

Highlights include:

- In 2011, 94,000 individuals were employed in the construction sector, and the average wage was \$53,183.
- In 1991, employees ages 45 and older constituted 24% of the construction industry; in 2011, they constituted 41%.
- The construction sector is projected to make a more robust recovery than other sectors, despite having taken a hit from 2008-2011.

8. The next meeting is tentatively scheduled for Monday, April 28, 2013, 10:00 a.m., at Oakdale Rural Electric Cooperative in Tomah.

9. The meeting was adjourned at 2:10 p.m.

10. Follow up items

No follow-up items.

Submitted by Owen Smith, Program & Policy Analyst